

MINUTES

HOUSTON FIRST CORPORATION

**Theater District and Convention District Operations Committee
March 21, 2019 – 12:30 P.M.
Partnership Tower, 701 Avenida de las Americas, Ste. 200
Houston, Texas 77010
HFC BOARD ROOM**

The Theater District and Convention District Operations Committee ("Committee") of Houston First Corporation (the "Corporation" or "HFC"), a Texas local corporation created and organized by the City of Houston as a local government corporation pursuant to TEX. TRANSP. CODE ANN. §431.101 et seq. and TEX LOC. GOV'T. CODE ANN. §394.001 et seq., posted a meeting at Partnership Tower, 701 Avenida de las Americas, Harris County, Texas, 77010, on Thursday, March 21, 2019, commencing at 12:30 p.m.

Written notice of the meeting including the date, hour, place and agenda for the meeting was posted in accordance with the Texas Open Meetings Act.

The following Committee members were present for the meeting: Desrye Morgan (Chair), Dean Gladden (Vice Chair), Paul Puente, Jay Tatum, Elizabeth Brock, and Council Member David Robinson.

The meeting was called to order at 12:39 p.m. and a quorum was established.

1. **Public Comments.** None.
2. **Review and approval of minutes from prior meeting.** Following a motion duly seconded, the meeting minutes of February 19, 2019 were approved as presented. Elizabeth Brock was not present for the vote.
3. **Presentations and Reports.**
 - A. **Jones Plaza Update.** Roksan Okan-Vick provided an update on the Jones Plaza project. Ms. Okan-Vick explained that renderings and the schematic design for Jones Plaza were completed in October 2018, but due to funding the project was put on hold.

According to Ms. Okan-Vick, a working group led by Committee Chair, Desrye Morgan, has been involved with the project and is looking extensively at programming to activate the plaza with a diverse group of talent. Ms. Okan-Vick displayed some of the existing images of Jones Plaza to compare to the new design. She further explained that the new design will include mature trees and shrubbery, a multi-level restaurant, a large traverse water feature, and designated parking areas for food trucks. She also stated that the new design will be accessible on all four corners of Jones Plaza.

Ms. Okan-Vick discussed fundraising and stated that the overall fundraising goal for the project was \$25 million.

Council Member David Robinson noted his concerns regarding affordability based on the current design. Ms. Okan-Vick explained that there has been much discussion between HFC staff, consultants, and the City of Houston.

Jay Tatum asked what percentage of the overall project budget was dedicated to the restaurant and also if HFC had conducted a market study of the downtown area. Ms. Okan-Vick explained HFC had conducted a study and believes that the restaurant will provide a unique product to the downtown area. Desrye Morgan added that the studies and surveys were conducted with area restaurants before the renderings were created. Jay Tatum suggested that HFC look into a design without a restaurant and Dean Gladden explained from a performing arts standpoint, the restaurant was critical to the design of Jones Plaza.

- B. Operations Update. Luther Villagomez introduced Todd Holloman, Director of Live Events and Experiences, to discuss some of the upcoming events on Avenida Houston.

Mr. Holloman announced that a jazz concert had been held on Monday, March 18 in collaboration with the Smithsonian and one hundred seventy-five students from Kinder High School for the Performing and Visual Arts were invited to attend the performance. He added that the high-school students also participated in a master class the day after the performance that was taught by the performers.

Mr. Holloman went on to discuss programming on Avenida Houston, including the March Madness Watch Party for the University of Houston basketball team, Blues at the Brown, and Party on the Plaza. According to Mr. Holloman, HFC will also host a Comicpalooza after party on Saturday, May 11.

Lastly, Mr. Holloman announced a summer art installation in partnership with Discovery Green. The installation, called "Impulse", will include fifteen light-up seesaws of varying size for patrons to experience a fun and visually stimulating outdoor experience.

- C. I-69 Update. Luther Villagomez explained that HFC is close to submitting a draft of the technical specifications to TXDot for the I-69 project. Mr. Villagomez also encouraged Committee members to attend production meetings.

A representative from Jacobs Engineering outlined the priority areas that HFC will identify to TXDot such as safety and security, mobility/access, continuous uninterrupted operations, utility disruptions, recapture of the house operational area, and construction scheduling coordination.

Mr. Villagomez concluded that HFC is in good shape to inform TXDot of the operational challenges at the George R. Brown Convention Center and HFC will remain diligent throughout the project.

4. **Committee Business.**

- A. **Consideration and possible recommendation of a Security Services Agreement with Andy Frain Services, Inc.** Mitch Miszkowski, Purchasing Agent, discussed the solicitation process for the Security Services Request for Proposals ("RFP"). Mr. Miszkowski also announced that solicitations may be advertised in more community newspapers moving forward. Paul Puente, asked if HFC staff could provide information regarding the number of responses submitted as a result of newspaper advertisements.

Mr. Miszkowski continued the presentation and stated that twenty-two proposals were received for the RFP and of those twenty-two proposals, ten proposals were submitted by minority owned business. He further explained that the top four firms were short listed and participated in in-person interviews with the selection committee. Andy Frain Services, Inc. received the highest score.

Mr. Miszkowski also noted that Andy Frain Services, Inc. was slightly under the diversity goal set under the previous contract at 23% due to disruptions in operations related to Hurricane Harvey, however, they have agreed to make good faith efforts to meet the 25% diversity goal under the new contract.

A motion was made to recommend a Security Services Agreement with Andy Frain Services, Inc. The motion was approved unanimously. Elizabeth Brock and Council Member David Robinson were not present for the vote.

5. **Announcements.** Brenda Bazan mentioned that Barry Mandel would present the Discovery Green Master Plan at the upcoming board meeting.

Luther Villagomez continued the operations update and announced that Levy had strong sales revenue from corporate events in March. He also provided a brief update on parking in the convention center and theater district parking garages. Mr. Villagomez also announced that Saltgrass Restaurant is set to open later this year.

6. **Adjournment.** The meeting was adjourned at 1:52 p.m.